

**NEW JERSEY FFA ASSOCIATION, INC.**

**New Jersey Department of Agriculture**

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*In cooperation with New Jersey Department of Education*

TO: New Jersey Teachers of Agriculture, Food and Natural Resources and FFA Members

FROM: Robin C. McLean, State FFA Specialist and State FFA Executive Board

C: Nancy J. Trivette, State FFA Advisor

RE: Leadership Experience and Development (L.E.A.D.) - Chapter Officer Leadership Training and State Greenhand Conference, **Friday, October 6, 2006**, 1:00 pm - **Saturday, October 7, 2006**, 4:00 pm; Days Hotel, East Brunswick, NJ (*directions attached*)

DATE: August 17, 2006

The 2006-2007 State Officer Team and New Jersey FFA Alumni Association are excited about the NEW leadership opportunity available to New Jersey FFA Members – ***L.E.A.D. - Leadership Experience and Development.*** L.E.A.D. is a two-conference experience meeting the needs of younger members and chapter officers.

?? First-year FFA members in 7-10<sup>th</sup> grade are invited to ***“Emerald City”*** - State Greenhand Conference (SGC). New Jersey FFA Alumni members will help participants discover FFA opportunities, plan for Supervised Agricultural Experience programs, learn how to work with a team, and develop personal and leadership goals. By the end of the conference, participants will be awarded certificates of completion for meeting the requirements of the Greenhand FFA Degree.

?? Chapter FFA Officers are invited to ***“Follow the Yellow Brick Road”*** - Chapter Officer Leadership Training (COLT). The State FFA Officers will instruct participants in the areas of communication, relationships, decision-making, and self-improvement. The officer team will need to bring an activity in their program of activities (POA) to further develop.

In addition to enhancing leadership skills, FFA members will meet other members from New Jersey's 37 FFA Chapters and connect with the state officer team and New Jersey FFA Alumni. Advisors will play an integral role in facilitating team building activities and working with the chapter officers to develop the POA activity goals and timeline. Advisor workshops and meetings are scheduled throughout the weekend.

### **HOTEL RESERVATIONS**

**Chapter advisors must make hotel reservations directly with the Days Hotel in East Brunswick (Phone: 732-828-6900).** Room costs are set at a flat rate of \$99.00 (single to quad occupancy) per room plus tax (local - 4%, state - 7%, and occupancy - 4%). Students should be placed in quads and adults in doubles to achieve the lowest rates per person. **Participants will pay room costs directly to hotel.** Chapter advisors must attend with members and will be

responsible for members at all times. The maximum teacher/chaperone to student ratio is 1:10. **You must make reservations at the hotel by September 20, 2006.** The conference is under the name “*New Jersey Department of Agriculture.*” Also, you must provide a tax-exempt certificate for state tax exemption.

### **CONFERENCE REGISTRATION**

The conference registration fee of \$68.00 covers three meals, conference materials and a 2006 conference theme t-shirt. **Please submit your registration form by Wednesday, September 20, 2006 by emailing your completed form to [ag.ed.registration@ag.state.nj.us](mailto:ag.ed.registration@ag.state.nj.us). PLEASE forward a check for \$68 per participant to: TREASURER, STATE OF NEW JERSEY with “FFA LEAD” identified in the memo section IMMEDIATELY!** The conference will begin with registration at 12:00 pm Friday and end at 4:00 pm on Saturday. **Official dress is required for the first session. Since hotel check in is at 3:00 p.m., it is recommended that your students arrive in official dress.** There will be a holding room for luggage.

### **Example of Expenses for a Student in a Quad:**

Meals and registration:	\$68.00	(To Treasurer State of NJ)
Hotel room: \$99/4 =	<u>24.75</u>	plus 15% tax if applicable (To Hotel)
	\$92.75	

### **Example of Expenses for an Adult in a Double:**

Meals and registration:	\$68.00	(To Treasurer State of NJ)
Hotel room: \$99/2 =	<u>49.50</u>	plus 15% tax if applicable (To Hotel)
	\$117.50	

We look forward to seeing you in East Brunswick for L.E.A.D!

### **Important LEAD Facts:**

1. Registration is 12:00 – 1:00 p.m. outside the Douglas Conference Room. Lunch is own your own.
2. LEAD will kick-off with a joint COLT and SGC session in the Douglass and Livingston Conference Rooms promptly at 1:00 p.m. on Friday and end by 4:00 p.m. Saturday. Members and advisors must come and stay the entire time.
3. Workshops are designed for dynamic participation where every member will be engaged in discussion, activities and interaction.
4. FFA Members will have several public speaking opportunities that help meet core curriculum content standards in Language Arts (3.3). Workshops will also meet Career Education and Consumer, Family and Life Skills standards 9.1 and 9.2.
5. Awards will be given to recognize leadership skills evident during the weekend. Participants will sign-up with Executive Committee members following the kick-off session. Conference participants will be recognized at the closing session for their achievements.

Awards to be presented are as follows:

<b><u>Chapter Officer Leadership Training</u></b>	<b><u>State Greenhand Conference</u></b>
?? Best Chapter Officer Team	?? Creed Speaking Award
?? Leadership Award	?? Outstanding Greenhand Award
?? Best First Year Officer (1 <sup>st</sup> year as Chapter Officer)	?? Future Leader Award
?? Official Ceremonies - Awarded individually for each office	
?? Best Ice Breaker	
?? Best Pitch	

6. Official dress is required during the first session and closing session. When not in official dress, appropriate attire is required (NO flip flops). Please see the definition of casual and official dress below. Members will be asked to wear the LEAD t-shirt they receive for Saturday morning's activities.
7. Every member and advisor needs to bring:
  - ?? Toiletries (soap, shampoo, toothbrush, etc.)
  - ?? FFA Manual (recent)
  - ?? Pen/ Pencil
  - ?? Official FFA Dress (see description of attire below)
  - ?? Other personal items
  - ?? *Note: There is no need for CD player, TVs, or other expensive electronic equipment*
8. Friday night activities include a Halloween dance. Members are encouraged to bring a costume. The state officer team will award prizes.
9. Lodging will be in hotel rooms. Meals are prepared by the hotel and are of excellent quality.
10. Teachers are responsible for their students at all times. No student should be in hotel rooms during L.E.A.D. sessions.
11. Teachers will play an integral role in the conference and workshops will be provided.

## **Description of Attire**

### **Official Dress (OD):**

Men: Black dress pants (no jeans – blue or black, leather, pleather, etc.), white dress shirt, official FFA tie, black dress shoes with a closed heel and toe (no boots, sandals, open-toed shoes, tennis shoes), black socks, Official FFA jacket zipped to the top

Ladies: Black skirt (at least knee length, hemmed evenly across the bottom, with a slit no longer than 2 inches above the knee, excluding the kick pleat), white collared blouse, Official FFA blue scarf, black dress shoes with a closed heel and toe (no boots, sandals, open-toed shoes, tennis shoes), black nylon hosiery, Official FFA jacket zipped to the top, black slacks may be appropriate for traveling and outdoor activities

### **Casual Dress (CD):**

Includes everything except tank tops, halter-tops, extremely short shorts or short skirts and cut-offs. **NO flip flops!** Please use your best judgment. This is not a fashion show.

### **Business Casual Dress (BC):**

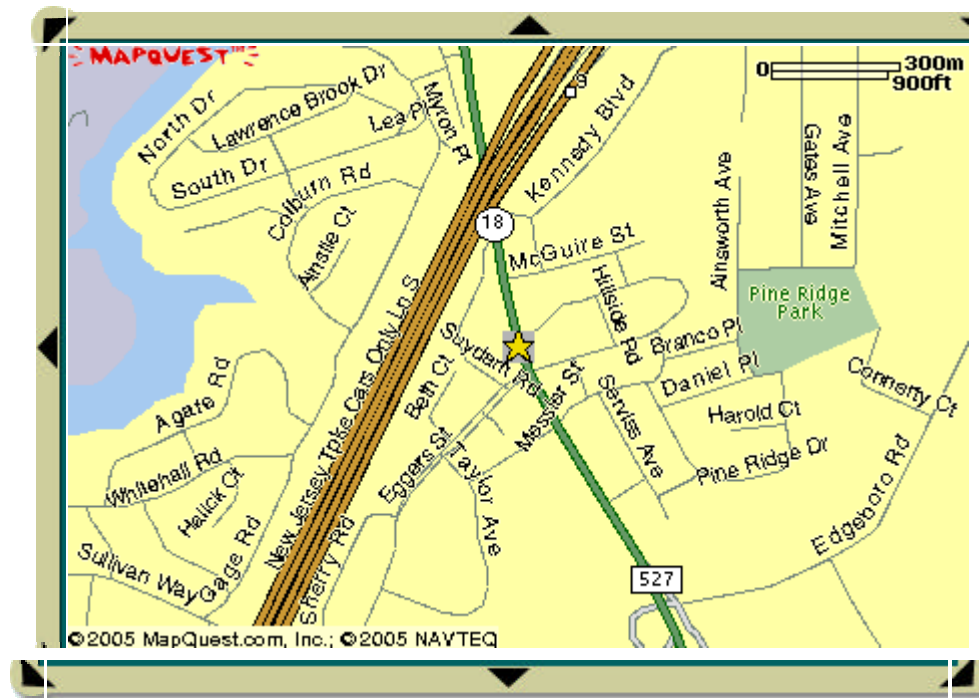
Men: Khakis, knee length dress shorts or dress pants with a polo or button-up, collared shirt (dress shoes or dress sandals--**NO flip flops**).

Ladies: Khakis, dress pants, dressy capris or knee length or longer skirts with polos or a dress shirt (dressy shoes or nice sandals--**NO flip flops**).

# Directions to Days Hotel East Brunswick

[Days Hotel Conference Center East Brunswick](#)

195 Route 18 South  
NJ Parkway/I-95S Exit 9  
East Brunswick, NJ, 08816  
732-828-6900



## Driving Directions

### North

New Jersey Turnpike South, Take Exit 9, After toll booth bear Left to Route 18 South. The Hotel is 1/4 mile on your right

### South

New Jersey Turnpike North, take Exit 9, After toll booth bear Left to Route 18 South. Hotel is 1/4 mile on your right

### East

Route 18 North. Turn Right at Eggers/Kennedy Blvd. Make first two Left turns, Hotel is on the Left, Entrance to Rear Parking Lot.

### West

I-287 South to Exit 9, River Rd. Follow signs to Route 18 South. Hotel will be 5 miles on right side.